

## **Regulation 2: Public Court Jurisdiction Cases (parent, relative, foster care, and adoption)**

The Documentation Tab of the ICPC Referral will stop you from moving forward if you are missing certain pieces of work. The documents that the system checks are not the only documents required, and if you are missing the following documentation, the ICPC Referral will be sent back to you for updates. The documents required are based on the Regulation Type you are submitting:

These are the most commonly requested. In order to submit a Regulation 2 ICPC Referral, you must upload the following documentation on the Documentation Tab:

<b>Document</b>	<b>Upload As</b>	<b>Comments/Required Content</b>
Cover Letter	Other Documentation	Identify child to be placed and contact information of the proposed resource. Include a brief statement of legal status, reason for placement, and long term plan for the child. Note any special circumstances or considerations for placement.
100A	100A	This is a template that will fill with information that was entered into the ICPC Referral, but it must be launched, printed, signed and uploaded as an image prior to submission to the ICPC Office.
Court order placing the child, or a statement about the agency's authority to place the child and supervision will be ongoing		This could be several types of court orders such as a
Case History	Various	This can be documented in the court report, permanency plan, or other existing document, but must include: <ul style="list-style-type: none"><li>• Placement and social history,</li><li>• Court involvement,</li><li>• Social dynamics,</li><li>• Special needs of the child,</li><li>• Other information relevant to the placement of the child.</li></ul> This social history is most often contained in the court order.
Worker Statement	Worker Statement	This is a template that will fill with information that was entered into the ICPC Referral, but it must be launched/uploaded prior to submission to the ICPC Office
Information about the child's placement history in Wisconsin	Various	This can be uploaded as a separate document, or may be included within other documents submitted.
Copy of the child's case plan or permanency plan	Case/Permanency Plan	If there is no case or permanency plan for the child, this is not required prior to submission
Financial/Medical Plan	Financial/Medical Plan	This is a template that will fill with information that was entered into the ICPC Referral, but it must be launched/uploaded prior to submission to the ICPC Office
Birth Certificate	Birth Certificate	This is not required to move forward, but is preferred if available
Petition or Order for Termination of Parental Rights	TPR Order or TPR Petition	This is required if the request is for the purposes of adoption